



Granite Town Media

Advisory Committee

Meeting Minutes

5 July 2012

Present: Tim Finan, Andrew Jeffery, Joe Kasper, Mike McInerney, Tom Schmidt

Absent: Rosie Deloge, Jose Luna, Len Mannino

Guests:

Call to Order:

Meeting called to order 6:10 PM

Minutes approved.

Tightrope equipment arrived. Equipment will be installed in August when Mike gets back from the ACM meeting. Upgrade allows us to activate the third Comcast TV channel and run bulletin board service. Total cost was \$20,280 including trade in allowance for old gear.

Formal request sent to Comcast to active the third PEG channel

Mike will schedule a meet and greet for the sports announcers

Town Website

- Update is almost complete; goal is to make the site more visually attractive.
- New features include the ability to search PDF forms.
- Mike will verify if site is Americans with Disabilities Act (ADA) compliant.
- Next goal for the website is to get ordinances online.

High School graduation coverage went well. Mike provided district with some suggestions to improve staging for next year.

Mike will schedule additional testing of cable run from ATC to athletic field. Previous testing indicated cable was not salvageable and plan is to replace it with fiber.

Policy and Procedure Manual

- Completed editing.
- Vote to approve the manual: Andrew moved, Tom seconded, unanimous vote.
- Instructed Mike to cleanup formatting and schedule presentation at the July 23rd Board of Selectmen.

Upcoming Meeting:

2 August 2012 Library AV room

Adjourn:

Meeting adjourned 7:55 PM

Respectfully submitted: Tom Schmidt